



Town of Medway  
**DESIGN REVIEW COMMITTEE**  
155 Village Street  
Medway MA 02053  
508-533-3291  
[drc@townofmedway.org](mailto:drc@townofmedway.org)

September 11, 2018

Rev. Don Rayman  
Medway Community Church  
11 Slocumb Place  
Medway, MA 02053

RE: DRC Sign Design Review  
Medway Community Church - Wall Sign/Directory Signs  
11 Slocumb Place/9 Slocumb Place – Medway, MA 02053

Dear Rev. Rayman,

Thank you for submitting the proposed signage for Medway Community Church to the Medway Design Review Committee (DRC) for review. The information was filed with the Town on August 21, 2018 on your behalf by Jim Quinn of Signs by Tomorrow in Norton, MA.

Pursuant to the Medway *Zoning Bylaw*, SECTION 7.2 Sign Regulations, this communication serves as the DRC's review letter regarding the proposed facade sign and three small freestanding signs for the Medway Community Church at 9 and 11 Slocumb Place. Please be advised that this letter does NOT constitute approval of a sign permit. You must still apply for and secure a sign permit from the Medway Building Department prior to sign installation. Do not install the signs before obtaining the required permits.

On Monday, September 10<sup>th</sup>, the DRC met with you to review the proposed signage for Medway Community Church. You have proposed the following as represented on the sign designs submitted. (**See Attached**)

- A Wall Façade Sign measuring 30"H x 89"W with individual letters designating the MCC kids' entrance and logo with black and tan orange and grey faces with black edges and trim cap, to be positioned on the building's north façade. Total sign surface area is 10 SQ. No illumination is planned.
- (3) free-standing wayfinding signs each measuring 24" x 36" for a total area of 18 SF. The signs would not be illuminated at this time. The signs provide direction to the MCC office and parking areas.

The DRC offers the following comments/recommendations regarding the signs for Medway Community Church:

**Design Review Committee Members**

*Matthew Buckley, Member & Chair*  
*Jessica Chabot, Member*

*Dan Connolly, Member*  
*Tom Gay, Planning and Economic Development*  
*Board Representative*

*Seth Kendall, Member*  
*Rachel Walsh, Member & Vice Chair*

- The DRC recommends replacing angled directional arrows on signs with straight arrows.
- The DRC recommends that the "Offices" sign be on a separate panel below the "Parking" sign, but mounted onto the same posts. This will allow for more breathing room around the letters on both panels of the sign.
- The DRC recommends reducing the height of the two wayfinding signs from 70" high to approximately 60" in consideration of the adjacent residential neighborhood.
- The DRC recommends gauging and adjusting as necessary the height of the sign in front of the office after viewing it in context. It may need to be lowered so to not dominate visitors approaching the church office at 11 Slocumb Place.
- The DRC advises that the three freestanding signs are to be placed on private property and not in the Town's right of way on Slocumb Place.
- The DRC recommends reducing the size of the word "Entrance" on the wall sign to 1/3 its current size and increasing the size of "MCC Kids."
- The DRC suggests that landscaping be considered around the base of the three smaller free-standing signs.

You indicated that you would consider these suggestions and move ahead. You are welcome to return to a future DRC meeting for further conversation and ideas regarding signage for Medway Community Church. Please contact the Medway Planning and Economic Development office at 508-533-3291 if you would like to schedule another appointment with the DRC.

The DRC's goal is to enhance the identification value of business signs in Medway. We seek to help Medway businesses and organizations develop their signs as long-term investments, designed for sound readability with appropriate graphics and materials in a manner that suits budgetary constraints and enhances our community's appearance and appeal.

Thank you for your time. We wish you continued success.

Sincerely,



Matthew J. Buckley  
Chairman

cc: Jack Mee, Medway Building Commissioner  
Rindo Barese, Medway Building Inspector  
Leslie Guyette, Medway Building Department Administrative Assistant  
Jim Quinn, Signs by Tomorrow

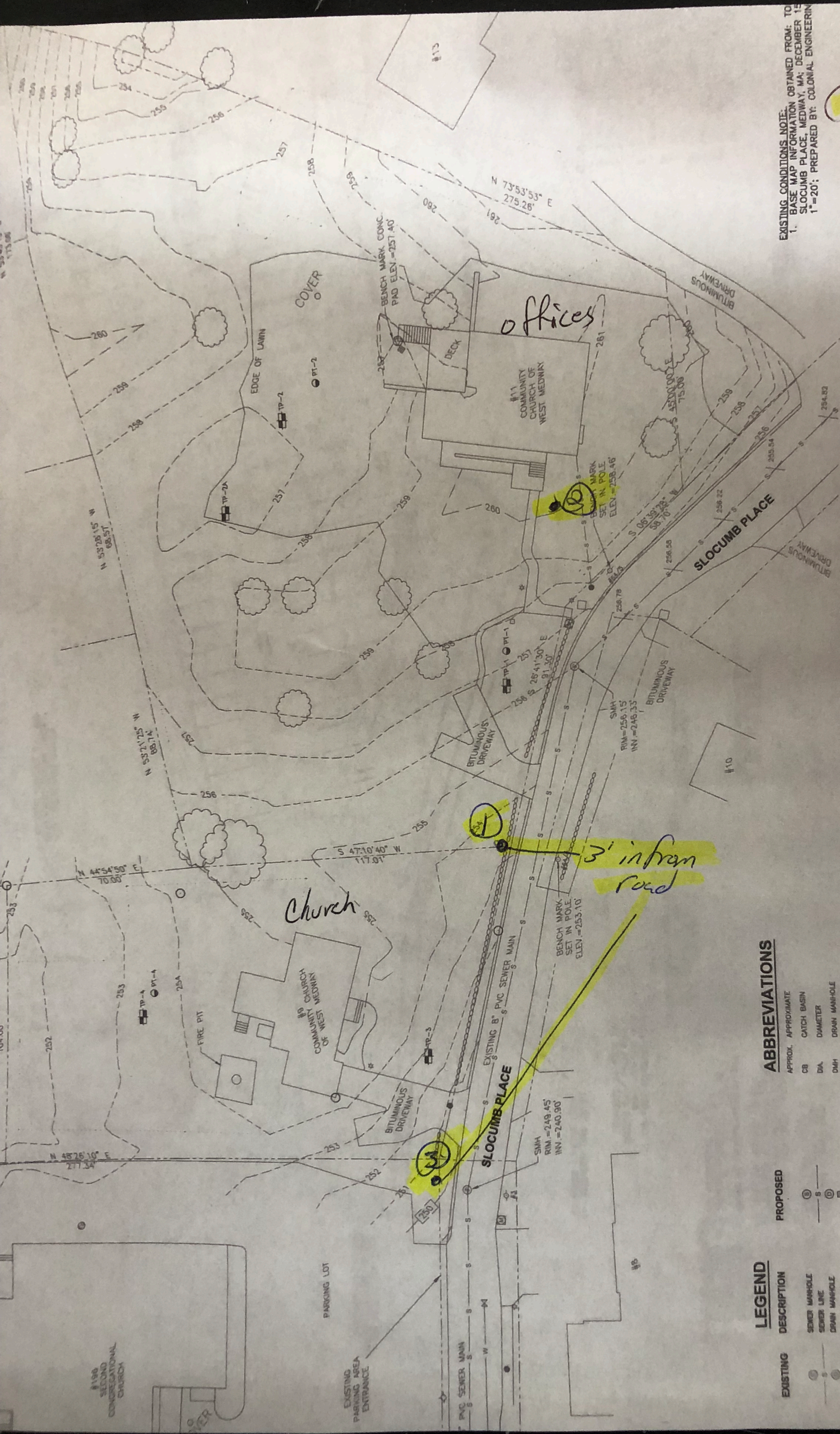




# MCC KIDS ENTRANCE

29"

87"



EXISTING CONDITIONS NOTE:  
 1. BASE MAP INFORMATION OBTAINED FROM: TO  
 SLOCUMB PLACE, MEDWAY, MA; DECEMBER 15  
 1"=20'; PREPARED BY: COLONIAL ENGINEERING

3' x 3'  
 sign  
 single sided  
 signs on  
 20" posts

EXISTING CONDITIONS  
 SCALE: 1" = 20'

### ABBREVIATIONS

APPROX.	APPROXIMATE
CB	CATCH BASIN
DA	DIAMETER
DMH	DRAIN MANHOLE
ELEV.	ELEVATION
HDP	HIGH DENSITY POLYETHYLENE
INV.	INVERT
MAX.	MAXIMUM
MIN.	MINIMUM
SMH	SEWER MANHOLE
TYP.	TYPICAL

### LEGEND

EXISTING	DESCRIPTION	PROPOSED
○	SEWER MANHOLE	○
—	SEWER LINE	—
○	DRAIN MANHOLE	○
—	CATCH BASIN	—
—	STORM DRAIN	—
—	ELEC. UNDERGROUND	—
—	ELEC. MANHOLE	—
—	ELEC. CBL. WIRE	—
—	COMM. MANHOLE	—
—	COMMUNICATIONS BOX	—
—	COMMUNICATIONS LINE	—
—	UTILITY POLE	—
—	TREE	—
—	SHRUB	—
—	8' CONTOUR	—
—	1' CONTOUR	—
—	SPOT ELEVATION	—
—	TEST PIT	—
—	PREC. TEST	—
—	BUILDING	—